

MINUTES

Recreation Commission

City of Willoughby Hills

February 3, 2016

CALL TO ORDER: 7:01 pm
PRESENT: Lynn Hallum, Chairman, Joseph Jarmuszkiewicz Vice-Chairman, Dee Germano,
Jim Walsh, Kristina Zeleznik, Sandy Grubiss, Jeanne Kaston
ABSENT: Jennifer Greer, Council Representative; Jeanette Nelson, Dan Philipp
ALSO PRESENT: Denise Edwards, Rec Coordinator; Theresa Baptie; Clerk

Prior to the meeting new members Sandy Grubiss and Jeanne Kaston were welcomed into the Recreation Commission by Chairman Lynn Hallum & Denise Edwards

DISPOSITION OF MINUTES OF January 6, 2016

MOTION: Jim Walsh moved that the Commission approve the minutes
Seconded by Dee Germano
Roll call vote: Ayes unanimous w/ 3 abstentions
Motion passes 4/0

CORRESPONDENCE

1-7-2015 Email from Denise Edwards RE: Leadership Lake County Sanction Request
1-7-2016 Email from Denise Edwards RE: Rec Meeting 1/6/2016 Follow up
1-7-2016 Email from Denise Edwards RE: Willoughby Hills Fall Corn Fest Inc.
1-7-2015 Email from Willoughby Hills Council RE: Newly Elected Councilwoman Janet Majka
1-7-2016 Email from Denise Edwards RE: Rec Meeting 1/6/2016 Follow up
1-7-2016 Email from Jim Walsh RE: Rec Meeting 1/6/2016 Follow up
1-7-2016 Email from Frank Brichacek RE: Rec Meeting 1/6/2016 Follow up
1-7-2016 Email from Denise Edwards RE: Rec Meeting 1/6/2016 Follow up
1-12-2016 Email from Denise Edwards RE: New Recreation Positions
1-12-2015 Email from Willoughby Hills Council RE: FW Newly Elected Councilwoman Janet Majka
1-14-2016 Email from Rec Commission to Lynn Hallum RE: January Rec Comm Meeting Voting
1-14-2016 Email from Rec Comm to Mayor Weger RE: Proclamation for Gloria Majeski
1-20-2016 Email from Mayor Weger RE: RE: Proclamation for Gloria Majeski
1-20-2016 Email from Denise Edwards RE: Proclamation for Gloria Majeski
1-21-2016 Email from Denise Edwards RE: Thanks from Prime Time Big Band
1-22-2016 Email from Denise Edwards RE: New Recreation Commission Member
1-22-2016 Email from Denise Edwards RE: Reminder: WHBL Tailgate Party Fundraiser
1-25-2016 Email from Jennifer Greer RE: New Recreation Commission Member
1-26-2016 Email from Denise Edwards RE: Easter Party Meeting
1-31-2015 Email from Gloria Majeski RE: Willoughby Hills Fall Corn Fest Inc.

2-1-2015 Email from Denise Edwards RE: January 2016 Community Center Reports
2-3-2016 Email from Denise Edwards RE: 2016 Application for Sanctioned Group Use of the Willoughby Hills Community Center

Reports

- Community Center Usage - received from Denise Edwards 2/1/2015
- Rec Reports - received from Denise Edwards 2/1 /2015
- 460 Report - received from Frank Brichacek 2/3/2016

COUNCIL REPRESENTATIVE'S REPORT Councilman Plecnik reported that after Council's organizational meeting they are not sure as yet who the representative will be for the Recreation Commission as not all members were in attendance. Tentatively it will be Councilwoman Jennifer Greer as she was tentatively appointed by the other Council members but she will need to accept the nomination for it to be final. This will take place at Council's next meeting. He also stated that nowhere in the charter or ordinance does it say the Chair of the Rec Committee is officially the council representative to the Rec Commission. Commission members can contact Nancy Fellow w/ any input.

RECREATION REPORT

Sports Programs: Basketball is in full swing. **Baseball-Softball** registration has started, have a few already. Joseph Jarmuszkiewicz reminded about The Boys Leagues Fundraiser this Saturday, Baseball-Softball registration goes to the middle of March and would like to get it done as early as possible to see how many teams.

Winterfest/Christmas Card Lane Recap will be completed by next meeting, still a few payments missing.

Art Gallery/Photo Contest is going on now it's open to everybody, exciting things to win, all different categories. There are already a few entries and the deadline is Monday, February 15th. The Reception will be March 11th, need to be present to win. Information is in the lobby, the Community Center and on-line.

Pancake Breakfast Need a lot of help. Fundraiser is 3/6th and 3/13th, presale \$6.50, \$7.00 at the door. Four and under are free, 5-12 \$4.00; please try to sell tickets. Bob Evans is working w/ us again this year; still searching for the best price on Brown&Serve. Lions Club's is 3/20th. Please let Denise know if you can volunteer.

Easter Party Working together w/ Calvary Assembly of God Church and other churches in the community; United Methodist church has replied. The idea is to go bigger & better (their previous attendance 500 / ours 100) it's a collaboration, will be call the Willoughby Hills Extravaganza the day before Easter, Saturday the 26th @ Calvary @ 11 am. We are filling 10,000 eggs for an Easter Egg Hunt. People will first come inside to enjoy the Inflatables, Photo Booth, Face Painting, Balloon Artist, Storytime & Pop Corn for everybody. We are bring in the Easter Bunny, Coloring Contest, and Jelly Bean Contest; hopefully Skipper will be able to attend, they again provided the 4 packet of tickets for Jelly Bean Contest winner. There will be a planning meeting on the 8th in the O'Ryan Room @ 6:30. It will truly be a community event. Denise will email Jennifer and copy everybody in to make sure, since this will be affiliated with the Recreation Commission, that it is declared for Public Purpose (all our events)

so we can get any assistance available.

Spring Craft Show A lot of vendors are renewing and a lot that are interested. Right now working getting everyone into their space, ungraded if they wanted that. The show will be on the 19th; Lions Pancake Breakfast is on the 20th so as soon as we tear down from the craft show, we will be helping the Lions set up for their breakfast. They gave up the concession this time so Kyle is going to help Rec take that on. Need lots of help.

Others **The Lions Club** have online and so does Denise applications for a Willoughby Hills Lions Club Scholarship, for WH residents, if you know any high school Seniors that can use an application package; due by April 15th.

WH Community Captains Night: They once again gave us a nice package; Sunday 7/3 game, firework night, free tickets to all baseball/softball players, \$5 merchandise voucher. Every child that registers for both leagues gets entered into a drawing for The Field of Dreams Package; kids get introduced w/ the players and are on the field for the National Anthem and other extra incentives. This year no high five w/ the team or pre-game parade; there was just not enough participation. Pre-sale tickets are \$9, \$7 for a food voucher (choice of a hot dog, hamburger, pizza or chicken along w/ a bag of chip and drink), and \$6 for a Kid Zone wrist band. Available at the Community Center and posted online.

COMMUNITY CENTER REPORT January \$3,130.50, last year \$4,115.00. It was a slow January but looks like it will be a huge February though. Cancellations do happen and due to a short turnaround time, it's hard to re-schedule sometimes. Looking into a cancellation fee.

460 FUND The Unencumbranced Balance for January is \$50,790.63.

UNFINISHED BUSINESS.

Terry Baller re. Roemisch Complex Plan Joseph Jarmuszkiewicz expressed his and others frustration over the planning and politics, feels we should lower our focus to a couple fields, all we end up doing is planning but not following through, it gets discouraging. Other community have said they hate playing on WH fields, when it rains we can't play on them for 4-5 days till it dries up. It's embarrassing. Gloria Majeski spoke about the ACHIEVE Wellness Lake County \$150,000 grant from the American Planning Association's Plan4Health program. In the county 13 communities will be given \$10,000 to combat lack of physical activity and lack of access to nutritional foods. These funds could be used to do a walking/stroller path around Roemisch. Next step is to go to the meetings and apply with our plan/ideas. This is something we can all work together on, maybe partner w/ The Clinic. Joe is going to communicate w/ Dan Philipp re: the Roemisch Plan. On a lighter note Jim Walsh would like the Minutes to reflex that "you cannot make dirt".

Cornfest Gloria Majeski explained that when Community Day's was cancel, formed the Cornfest Community w/ their own 501C4 strictly to continue the festival or some other event for the community. The committee solicited the funds and every expense came from that fund, nothing went through the city. Gloria stated that due to conflicts and some personal things in her life she decided to step back for this year. Gloria submitted everything the Commission requested in the emails. Gloria stated she thinks

it's good that the Council is going to create their policy so it's fair to all groups and not discriminatory. Jim Walsh stated that it disturbs him that Gloria ever received negative feedback because she was doing a good thing. A sub-committee is formed to "take the reins", organized by Kristina Zaleznik, consisting of Dee Germano, Jim Walsh, Sandy Grubiss, Denise Edwards, Lynn Hallum and Gloria offered to consult.

Frank Brichacek re: second account (general fund) for Recreation The City has three funds to account for recreational activities. They are:

- **Fund 280 – Recreation Operating Special Revenue Fund** – Used to account for the use of recreation fees and other moneys received which are intended to finance recreation activities. Historically, recreation fees and other revenues have not been sufficient to fully finance the City's recreation program thereby requiring the City's General Fund to finance the shortfall.
- **Fund 439 – Gymnasium Capital Improvement Fund** – Authorized by WH Codified Ordinances Section 151.04, is used to account for "...All funds received by the City as a result of ordinances depositing sums into said special account and/or as a result of profits from fund-raisers, sponsored by the Recreation Commission, i.e. pancake breakfasts, Christmas Card Lane, Community Garage Sale, etc.,..." as approved by the Recreation Commission for "the purpose of the 'construction of a new Gymnasium Building or appurtenances' across from City Hall and possibly attached and/or connected to the Civic Center/Community Center;...".
- **Fund 460 – Recreation Capital Fund** – Authorized by WH Codified Ordinances Section 135.28, is used to account for "...donations, revenues derived by the operation of recreation programs designated by the Recreation Commission for deposit; proceeds from grants, loans, proceeds of notes/bonds and any other funds as determined by the legislative action of Council" for the purpose of "...upgrading and improvement of City recreational facilities, lands, the enhancement of existing recreational facilities, the construction of or the acquisition of new recreational facilities..." as recommended by the Recreation Commission and approved by the Mayor.

All that being said, I believe that the good news is that the Rec Commission may do what it wants without any further legislative action being required. The bottom line is that the Recreation Commission decides how much of the fund raising money is to be credited to either of the two capital funds and how much is retained in the Recreation Operating Special Revenue Fund No. 280 for operating purposes when it recommends the fund raising transfers from the Recreation Operating Fund to the either of the two Recreation Capital Funds. If the Recreation Commission would like to use a portion of fund raising money for the development purposes, it can do so. Those funds would be subject to appropriation by City Council before they may be expended, just as all other City funds are. Currently, Section 135.28 does not authorize the use of money's credited to the Recreation Capital Fund No. 460 for any other purpose than improving or constructing recreation capital facilities. Unless City Council amends this section, Fund 460 may not be used to finance operating programs. If we are going to implement such a program, it should be reviewed and approved by the Finance Committee.

Other None

NEW BUSINESS:

2016 Sanctioning-all Renewals

- Willoughby Hills Boys League, Tom Elliot & Jeff Ross
- Lung Transplant Support Group, Lee Effinger
- Leadership Lake County

MOTION: Dee Germano made the motion that the Commission approve all the listed 2016 applicants for Sanctioning as submitted.
Seconded by Joseph Jarmuszkiewicz
Roll call vote: Ayes unanimous
Motion passes 7/0

PUBLIC PORTION: 8:21 pm open
Joyce Grady 3020 Marcum Blvd.
Willoughby Hills

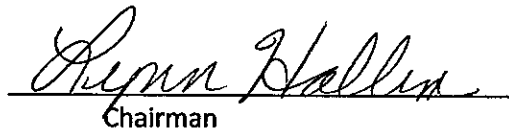
As a member of Leadership and League of Women Voters thank you for sanctioning us. Directed towards Theresa we cannot hear you as your voice is outside the range of your mic and thank you for all your help; thanked Joyce for letting me know. Jim Walsh asked how the mock trial went, Joyce said they realized they didn't know as much as they thought but that they are working on it.

8:23 closed.

ADJOURNMENT

Meeting adjourned at 8:24 pm by Lynn Hallum, Chairman


Clerk


Chairman

Date approved: 3-2-2016

2/24/16 TAB

Note: Meetings of the Recreation Commission are recorded and recordings are a public record.